



Saratoga County Water Authority

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WATER AUTHORITY MEETING WEDNESDAY, AUGUST 19, 2009 - 2:00 PM

PRESENT: Supervisor John E. Lawler, SCWA Chairman; Supervisor Anita Daly, Supervisor Arthur Johnson, Mary Beth Hynes, Kevin King, Charles Wait, SCWA Board Members; William Simcoe, SCWA Executive Director; Craig Crist, SCWA General Counsel; Leah Everhart, SCWA Special Counsel; David Meager, Adirondack Trust Insurance Agency; Dan Loewenstein, Malcolm Pirnie; Ed Vopelak, C.T. Male; Supervisor Frank Thompson, Town of Milton; Simon Stringer, Vivian Linder, Becatech Ltd.; Press.

Vice Chairman Daly called the meeting to order.

Vice Chairman Daly explained that Chairman Lawler had been detained, but was expected to arrive shortly.

On a motion by Mr. Wait seconded by Mr. Johnson the minutes of the July 30, 2009 meeting were approved unanimously.

In giving a status report Mr. Simcoe stated that the project is about 85% complete in terms of expenditures, and that all but a couple thousand feet of pipe has been installed for the entire project. Mr. Johnson asked if the project was still within budget, Mr. Simcoe answered that it was. Mr. King stated that the rest of the pipe in Luther Forest should be laid this week.

Vice Chairman Daly introduced Dave Meager from Adirondack Trust Insurance Agency who was attending the meeting to present a proposal to the Board for insurance coverage for the SCWA. At this time Mr. Wait, President of the Adirondack Trust Company, excused himself from the discussions regarding this insurance proposal and left the table. Mr. Meager stated that he had sought insurance providers that would be best for the SCWA; he suggested obtaining insurance coverage from Rural Special Districts Insurance Services. Rural Special Districts, Mr. Meager continued has an A+ rating and they specialize in water Authorities. Mr. Meager's proposal included General Liability, Limited Liability, Management Liability, Automobile Liability, Property, Crime and Inland Marine insurance coverage. Mr. Meager explained to the Board that included in this policy is insurance that would protect the Authority in the event that there was a disruption in the water supply that caused a loss of

income for the Authority. Vice Chair Daly asked Mr. Meager if the insurance only covered a loss of income due to an accident or if it also covered for damage that was intentionally done by a disgruntled employee, for example. Mr. Meager responded that it covered loss of income regardless of the cause. Chairman Lawler thanked Mr. Meager for attending the meeting.

Mr. Wait returned to the table.

Mr. Simcoe stated that the Authority is in receipt of letters from ESDC and DASNY in regard to payment on Grants and both entities have indicated that payment will be made soon.

Mr. Simcoe stated that he had received proposals for telephone and LAN systems at the Water Treatment Plant from Converged Technology Solutions, Cornerstone Telephone Company and Simplex Grinnell. Mr. Simcoe reported that Converged had the lowest price and proposed that the Authority hire Converged Technology Solutions for the furnishing and installation of telephone and LAN system equipment and wiring. Chairman Lawler asked the Board if there were any objections to adding a Resolution based on Mr. Simcoe's recommendation for the telephone and LAN systems to the agenda, there were no objections.

Mr. Simcoe informed the Board that the Administration Building at the Water Treatment Plant will be ready for occupancy on September 1st. Mr. Simcoe continued stating that the water from the well which had previously been installed by Kubricky Construction had been tested and the water is acceptable. Mr. Simcoe said that arrangements have been made to purchase propane for the heating system under NY State Contract and as soon as there is water and propane at the Administration Building it can be occupied.

Mr. Simcoe reported that he had attended a meeting with the Town of Moreau and the Village of South Glens Falls; the meeting had been facilitated by the New York State Department of Health. Mr. Simcoe explained that the Department of Health issues an intended use plan for the Drinking Water State Revolving Fund which provides funding to public water purveyors at subsidized interest rates. Mr. Simcoe stated that the Town of Moreau is proposing to connect to the Authority at Spier Falls Road, and this project has been included on the draft intended use plan issued by the DOH. The Village of South Glens Falls wants to build their own water treatment plant, and DOH has asked the Village to consider purchasing water from SCWA by going through the Town of Moreau's water system.

Mr. Simcoe said that the Village of Stillwater has proposed a project to connect to SCWA that goes up Cold Springs Road and County Route 76 to the Village; the Department of Health has proposed another route that would run along Elmore Robinson Road and McDermott Road to County Route 75. Mr. Simcoe explained that the route proposed by DOH would include a connection to the Town of Stillwater and the City of Mechanicville would potentially be able to connect through the Town. Chairman Lawler stated that the decision on what route to take is up to the Village and Town of Stillwater, Chairman Lawler continued; the Authority would prefer only one line and any investment made by the Authority has to be sensible.

Mr. Crist reported that Luther Forest Technology Campus Economic Development Corporation had reviewed the Contract for the water storage tank and they were fine with everything in the Contract. Mr. Crist said that he has been in contact with Todd Minehardt

from Malcolm Pirnie who informed him that Fisher Tank will be executing the Contract any day now.

Mr. King stated that there will be a pre-construction meeting for the Cold Springs Road Reconstruction project and he would like Mr. Simcoe to attend this meeting.

Chairman Lawler stated that there would be a presentation and discussion in Executive Session regarding a security plan for the Saratoga County Water Authority.

Mr. Loewenstein presented Change Orders 41, 42, and 43 for Contract 2G; Change Order 41 for \$6,154.05 is to modify the chemical metering pump skids, Change Order 42 for \$16,547.24 to provide reinforcing steel to meet the code requirements at the bulk chemical unloading slab, Mr. Loewenstein explained that there is a unit price for additional steel in the Contract and they were able to negotiate that price down for this Change Order, Change Order 43 for \$10,277.40 is for modifications recommended by a codes enforcement officer to provide closure plates to address issues with noise, heat and fire transmission in the mezzanine area at the Membrane Building. Mr. Wait asked if Change Order 43 was needed to bring the building up to code, Mr. Loewenstein responded that the modifications were recommended by a codes officer to make the area better for fire suppression and noise control.

Mr. Simcoe presented a Change Order for Contract 3 to adjust the Contract price based on actual quantities. Mr. Simcoe stated that Contract 3 was issued substantial completion and this Change Order will close out the Contract and SCWA will take ownership of their section of the pipeline.

Mr. Vopelak presented Change Order 8 for Contract 5 which included costs for the water main relocation at the rail road bore, the tie-in coordination with Contract 6, conflicts with a drainage pipe, and revised alignment at a stream crossing.

Mr. Wait moved to approve the Change Orders, Mr. Johnson seconded. The motion passed unanimously. (SCWA Resolution 2009-57)

Mr. Simcoe presented Construction Fund vouchers totaling \$1,195,424.05 and Operating Costs Vouchers totaling \$13,578.82 all of which had been reviewed and approved by the Treasurer. **Ms. Daly moved to approve the payment Vouchers as presented, Mr. King seconded. The motion passed unanimously. (SCWA Resolution 2009-58)**

Mr. Crist stated that he had not yet heard from LFTCEDC on the proposed additional costs from Malcolm Pirnie for Contract 8. The Board decided to table the proposal from Malcolm Pirnie until LFTCEDC was able to review it.

Mr. Simcoe stated that the General Rules have to do with applications for service, installation of meters, requirements for connecting to SCWA, hydrants, and issues relating to billing. Mr. Simcoe said that he had been working with Mr. Crist who had suggested a few minor revisions. **Mr. Wait moved to adopt the General Rules as revised by Counsel, Ms. Daly seconded. The motion passed unanimously. (SCWA Resolution 2009-59)**

Mr. Simcoe stated that there had been a few additions to the draft Cross-Connection Control policy including where Health Department forms could be obtained. **Mr. Johnson moved to**

adopt the Cross-Connection Control Policy, Ms. Daly seconded. The motion passed unanimously. (SCWA Resolution 2009-60)

Chairman Lawler asked Mr. Simcoe when the 2010 Budget is due; Mr. Simcoe said that it is due to the County by September 15. Chairman Lawler stated that he thinks the proposed budget is very well done, but would like more time for himself and the Board to review it before adoption. With no objection from the Board the adoption of the 2010 Proposed Budget was tabled until the next meeting.

Mr. Crist reported that he is working on the Governance and Policies.

Mr. King moved to accept the Insurance Proposal provided by Adirondack Trust Insurance Agency, Ms. Hynes seconded. The motion passed by the following vote:

Ayes: Lawler, Daly, Johnson, Hynes, and King

Noes: 0

Abstain: Wait

(SCWA Resolution 2009-61)

Mr. Wait moved to hire Converged Technology Solutions to furnish and install the telephone and LAN system at the water treatment plant, Mr. Johnson seconded. The motion passed unanimously. (SCWA Resolution 2009-62)

On a motion by Ms. Daly, seconded by Ms. Hynes the meeting adjourned to Executive Session to discuss Personnel, Contract negotiations, and Litigation.

The meeting returned to open session.

Mr. Johnson moved to hire DCK Services LLC to perform the duties of the Chief Operator at a rate of \$35 per hour with regular hours to be determined by the Executive Director, Ms. Hynes seconded. The motion passed unanimously. (SCWA Resolution 2009-63)

Chairman Lawler stated that the Board has reviewed a number of security options for the Authority and done extensive research into security issues. **Mr. Wait moved to hire Becatech Inc. to provide turnkey security for the SCWA, Ms. Daly seconded. The motion passed unanimously. (SCWA Resolution 2009-64)**

Upon a motion by Mr. Wait, seconded by Mr. Johnson the August 19, 2009 meeting of the Saratoga County Water Authority was adjourned.

Respectfully submitted,

Rachel E. Soulier